

There is more to Green
Cleaning than getting rid of mops and buckets, aerosols & toxic products .....







## "Green" Cleaning includes

- Lighting Options
- Water conservation
- Waste reduction
- Recycling
- HVAC monitoring
- Landscape maintenance
- Closets
- Equipment
- Employees

- Policies
- Operating procedures
- Operating processes
- Cleaning products
- Temperature Control
- Time of day
- Volume of people
- Entryways
- Occupants

# It establishes a protocol so a sustainability program and policy will...

- Use environmentally preferred products and ergonomic tools
- Improve air quality and reduce allergens and other asthma triggers from the built environment
- Reduce the spread of germs and disease
- Conserve energy and water use
- Promote worker safety, efficiency and effectiveness
- Use cleaning products responsibly
- Lengthen the useful life of facilities

# Challenges to Our Transitioning

- administrative time
  - -- job task revisions
  - -- audits/inspections
  - -- research/review
  - -- process reviews
  - -- creating:
    policies, procedures
    standards

- shared workspaces
- training and retraining
- lack of accountability
- trials of products & equipments
- MSDS reviews by our Environmental Scientist –(challenge for her)

# Overcoming Challenges

- Made a decision to move forward
- Support from upper levels
- Communication
- Use of available resources rather than wasting time on "reinventing the wheel"
- Write a policy
- Finalize procedures
- Create Time Standards
- Keep repeating
- Patience



# New mops and equipment







# **Process Adjustments**











### Transit Custodial Maintenance Approved by Section Manager: Jerry Rutledge

Policies and Procedures
Subject: Green Cleaning

### **Description**

The Custodial Work group recognizes a sense of responsibility that demands that we
fulfill our mission that is earth and human friendly. In keeping with our vision affirm a
commitment to environmental stewardship and sustainability and establish a protocol for
a cleaning program which focuses on cleaning approaches that are consistent and
applicable to all facilities and applied to any area.

### Policy:

To ensure clean facilities by using products responsibly, encompassing not only
environmentally preferred cleaning products but equipment, tools, processes, standards,
task schedules and frequencies, that contribute toward implementation of a total green
cleaning program. Also to ensure that the Work group is aware of their responsibility in
implementing the policy.

### **Procedures:**

- Use products that meet EPA standards with high post-consumer recycled content.
- Use cleaning products that meet standards comparable to GC-37 and/or products with low-volatile organic compounds (VOC) whenever applicable and available.
- Conserve water, energy and other resources while providing a clean, safe and sanitary environment.
- Use products that are diluted and/or dispensed to appropriate levels, from concentrated delivery system.
- Improve air quality and to reduce allergens and other asthma triggers from the environment
- Standard operating procedures are instituted which include training for employees on products, equipment and supplies.
- Supplies and products will be used correctly, that are authorized and that training has been provided in the appropriate use;
- Authorization to use or get only products on the supply list.
- Monthly Safety Meeting attendance and topic is documented.
- Aerosol products are not to be used.
- Educate building occupants of their responsibilities and cooperation that compliment the



### **Example of General Cleaning Procedures:**

- All Office Areas:
- Classrooms/Conference Rooms/Quiet Rooms:
- Hallways/Stairways:
- Weight Rooms:
- Restroom Cleaning Procedure
- Lunchroom Areas:
- Building Elevators:
- Entry and Bullpen Areas:
- Exterior Areas:
- All Maintenance Shop Areas:
- Custodial Closets

### Green Cleaning Guidelines

(sample from Operating manual)

### Paper Products:

- Paper Towel: made with 100% recycled fiber - Scott
- Toilet Paper: 100% recycled (GS Certified) -Eco Soft
- C-Fold Towels: meets US EPA standards for postconsumer recycled content.- Scott

### **Flooring Products**

- Envirox Quick Spot spot remover – (GS-37)
- Envirox Carpet Complete Cleaner (GS-37)
- Sustainable Earth 80 (GS-37)

### **Cleaning Products**:

- Envirox H2Orange2 All purpose Cleaner and laundry (GS-37)
- Envirox Greasinator –
   Dirt/grease spot remover
   (GS-37);
- DfE\* Bio-Zyme oil and grease remover
- Triple Zero (Zero FP) Heavy-duty cleaner (green solutions)
- DfE\* VMR Graffiti Remover

### Recycling/Reuse Program

- Launder micro-fiber rags and mops after use.
- Launder-able gloves get re-used;
- Desk-side recycle bins in office areas
- Commodities include: scrap metal, paper, cardboard, plastic,
- Water conversation measures – adjusting work process.







### Highlights for Required Certification

- Section I: CLEANING CHEMICALS
- Section II: EQUIPMENT AND TOOLS
- Section III: QUALITY CONTROL
- Section IV: CLEANING SPECS Schedules & Frequencies
- Section V: CUSTODIAL PRODUCTIVITY
- Section VI: EFFECTIVENESS
- Section VII: EMPLOYEE TRAINING
- Section VIII: SAFETY
- Section IX: ERGONOMICS
- Section X: COMMUNICATION
- Section XI: RELATED TO SECURITY
- Section XII: WASTE, ENERGY & WATER REDUCTION
- Section XIII: MANAGEMENT CONTROLS/ACCOUNTABILITY
- Section XVI: CLOSETS AND SUPPLY AREAS
- Section XVII: CUSTODIAL CARTS
- Section XVI: CARPET CLEANING
- Section XVII: SUSTAINABLE PROCESSES

### RESOURCES

- Standards and criteria for certifications:
  - Washington State Cleaning Industry Professionals
  - Green Seal Standard 42
- Format for operating procedures, Hamilton College

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# Questions?